How Safe is Your Space?

Perform a "safe space" spot check on your personal work area. The following tips will help you to continue to protect our information and technology assets:

____ Use a password-protected screen saver

____ Disconnect from the Internet whenever you are not using it

____ Log off or shut down according to local procedures

____ Store sensitive papers, data files, or software in a secure place

____ Do not share your password with others or post it where others can find it

____ Keep your office door locked when you leave

Please contact the ITSC Help Desk at 1-866-699-4872 for more information.

Protect • Detect • Respond
HHS Security Awareness Day